

## **Milpitas Sister Cities Commission**

### **July 2015 – June 2016 Work Plan Elements (dates are SCC meetings)**

#### **First Review: May 28, 2015 SCC Meeting**

#### Activities & Projects with Timeline

1. City Council Report & Upcoming MOU – September 1, 2015
  - a. Decide on Presentation Topics: May 28 Meeting
  - b. Draft Presentation Review: August 27 Meeting
  - c. Seongnam, new MOU recommended to Council (9/15/15, tentative)
2. City Plaza Sign(s)
  - a. Discuss content and style – September 24
  - b. Review estimates – October 22
  - c. Recommend to City Council – November 3 or 17
3. MOU Display on 2<sup>nd</sup> Floor
  - a. Review layout and advise staff – September 24
4. E-pal Projects
  - a. Capacity with Milpitas High School: June 22 – August 28, 2015
  - b. Coordination: August 28 – September 25; February 26 – April 23, 2016
5. Fundraising
  - a. Research: Concludes at August 27, 2015 Meeting
  - b. Recommendation: August 27 Meeting
6. Focus Areas for Possible Sister City Relationships / Needs of Specific Relationships
  - a. City in Latin America: Research ongoing, lead is Council Liaison
  - b. San Juan, Philippines: City expressing interest, TBD
  - c. Dagupan, Philippines: Needs a Lead Commissioner
7. Existing Relationships
  - a. Student Visits to Milpitas (October, MHS Spirit Week)
    - i. 2015 Visits Cancelled
    - ii. Begin recruiting for 2016 visits as of January 28, 2016 meeting
  - b. Officials' Visits to Milpitas (as requested by a Sister City)
    - i. Tours
    - ii. Lead commissioners ask contacts if any planned in FY2015-16
8. Work Plan Review Meetings: January 28, June 23

#### Expectations of Commissioners / Ideas for Community Engagement

- Participate in open discussions
  - Meetings are a safe communication zone
- Lead Commissioners
  - Primary contact to sister city
  - Responsible to assist with home-stay coordination
- For each proposed and existing sister city, form a community committee
  - Acts as a touchstone for community support
  - Advises lead commissioners